

The Maury County Government Human Resources Department is currently taking applications for a Public Health Nurse 2 at the Maury County Health Department. Job specifications for this position are outlined below.

Qualified applications may apply at the Maury County Government Human Resources Department from 8:30 AM – 3:30 PM. Applications are being taken at One Courthouse Square, Suite 303, Columbia, TN 38401. Phone number 931-375-2401.

Class Title:

PUBLIC HEALTH NURSE 2*

Abbreviation:

PHN 2

Class Code: **72782** EEO Code: **7** Analyst: **EX** Effective Date: **OCT 1, 1995**

(NOTE: Class Specifications are descriptive only and not restrictive; they shall not be construed as declaring the extent or what the duties and responsibilities shall be, or as limiting or in any way modifying the power of the appointing authority to assign duties or to direct or control all employees under his/her supervision, the typical tasks shall not be held to exclude others not mentioned that are of similar kind or quality)
PR-0018 (REV. 1-86)

STATE OF TENNESSEE

DEPARTMENT OF PERSONNEL

CLASS SPECIFICATION

SUMMARY: Under general supervision, is responsible for public health nursing duties of average

difficulty; and performs related work as required.

DISTINGUISHING FEATURES: *This is the working level class in the Public Health Nursing subseries. An employee in this class may be assigned to work in a county health department, clinic, home, school, or other public health assignment. An employee in this class may also be on call evenings, nights, and/or weekends. This class is flexibly staffed with and differs from that of Registered Nurse 1* in that an incumbent of the latter functions at the entry level and is learning to provide public health care. This class differs from Public Health Nurse 3 in that an incumbent of the latter is responsible for supervising other public health nurses and conducts community health needs assessments.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

1. Conducts nursing assessments in clinics, homes, schools, and other community settings: collects patient's health history; measures patient's vital signs including temperature, blood pressure, pulse rate, and respiratory counts; performs well-baby and well-child exams; performs laboratory tests and diagnostic tests on collected specimens to determine patient's health status; conducts physical examinations such as heart and lung, thyroid palpation, and breast exams.
2. Determines the appropriate nursing care for the patient: compares patient's vital sign readings, laboratory test results, and physical examination measurements to established acceptable ranges to determine abnormalities; compares abnormalities to known symptoms of illness as defined by protocols and medical reference materials; writes a detailed plan of nursing care outlining proper interventions based on patients' health care needs, lifestyle, and available community resources.
3. Provides nursing care intervention: immunizes infants, children, and other risk groups to prevent the spread of disease; educates patients and families on medical procedures, medicinal side effects, nutritional awareness, and protection from communicable

diseases; communicates to patients their test results and physical findings that may place him/her at risk; provides health promotion activities (e.g., smoking cessation, weight loss, firearm safety) to the patient to promote lifestyle changes that will improve the patient's social, emotional, and physical well-being.

4. Coordinates medical and social services for the patient: makes referrals to other health or social services providers; makes arrangements (e.g., calls referral to make appointment, arranges transportation) for the patient to receive care from the referred provider; provides medical history to the referral source; verifies the patient's understanding of the arrangements made by having the patient repeat or read instructions given.

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6. Evaluates the effectiveness of the nursing intervention: talks to the patient to determine if the patient has changed his/her lifestyle to comply with the nursing care plan; performs follow-up physical and laboratory examinations and interprets results; modifies the plan of care after comparing new test results and current information from the patient to expected outcomes; discusses new goals with the patient and sets achievable outcomes. 7.

Maintains health care equipment and supplies: performs the required controls on laboratory test equipment and supplies to ensure accuracy of laboratory testing equipment and to satisfy federal and state regulations; stores equipment and supplies under proper conditions; maintains a current and secure inventory of health care equipment, medicines, and other items needed for the provision of care.

8. Educates the community on public health issues: identifies public health needs and problems within the community; collects community health data; informs community members about containment measures used to prevent the spread of disease; writes newspaper articles dealing with community health statistics; provides emergency care services to the community in disaster situations and communicable disease outbreaks.

9. May supervise technical staff: assigns tasks to subordinate technical staff based on work loads and agency priorities to ensure effective provision of services; sets priorities on work to be done so more urgent tasks are given immediate attention; observes employees as they perform tasks to ensure efficiency in work activities; evaluates employee performance based on defined expectations of individual employees; selects characteristics of exceptional performance and job responsibilities to establish job performance plans of employees; rewrites standard characteristics of exceptional performance to improve the accuracy of performance plans for employees.

MINIMUM QUALIFICATIONS:

Education and Experience: Currently licensed as a Registered Nurse and experience equivalent to one year of registered nursing.

OR

Currently licensed as a Registered Nurse and education equivalent to a bachelor's or graduate degree in nursing from an accredited college or university or a diploma in registered nursing from an accredited school of nursing.

Class Title:

Necessary Special Qualifications: Currently licensed as a Registered Nurse with the State of

Tennessee or possession of a temporary permit to practice professional nursing in the State of

Tennessee. A valid motor vehicle operator license may be required.

EXAMINATION METHOD: Education and experience, 100%, for Career Service positions.